



REGISTRATION AGREEMENT

To access the Add/Drop Courses screen, you must accept the Registration Agreement conditions stated below. Click “Yes” and “Save” to accept the conditions stated.

INSTRUCTIONS

1. By registering for courses at Wilmington College (“WC”), I accept responsibility for payment by the due date of all college charges assessed to my student account, including, but not limited to; tuition and fees, food and housing (if living in college housing), and interest. I fully accept this debt as my personal financial responsibility. I acknowledge that non-attendance does not relieve me of financial responsibility for the courses in which I am enrolled and, that I will access my bill online to remain abreast of any outstanding balances. I further understand and agree that my registration and acceptance of these terms constitutes a promissory note agreement (i.e., a financial obligation in the form of an educational loan as defined by the US Bankruptcy Code at 11 USC 523 (a)(8)) in which WC is providing me educational services, deferring some or all of my payment obligation for those services. I will be responsible for paying the actual expenses incurred in connection with collection of this debt, including but not limited to attorney fees and court costs. I agree to reimburse WC the fees of any collection agency, which may be based on a percentage of the aggregate amount of the debt.
2. I understand and agree that if I drop or withdraw from some or all the classes for which I register, I will be responsible for paying all or a portion of tuition and fees in accordance with the published tuition refund schedule. I both understand and agree that, should I fail to make the required full payment, enroll in the monthly payment plan, or receive financial aid to meet the balance by the established deadline, I will be charged a \$30 late fee¹ on the unpaid balance. **I understand if I have an outstanding balance and have not engaged in an installment plan by the add/drop deadline, I will be unenrolled from courses for the term, and I will be restricted from registering for future terms.** In addition, the College will refer delinquent accounts receivable more than \$100 (unless this financial hold

¹ Interest shall compound semi-annually (June and December of each calendar year).



threshold amount is amended for any specified fiscal year) to a collection agency following several written notifications.

3. If a payment to my student account is returned, dishonored, or rejected by a financial institution for any reason, I immediately agree to pay the obligation and any additional fees incurred to WC, including a \$25.00 return fee. WC does not accept cash payments towards student accounts. Payments can be made via check, money order, cashier's check, or online thru WILpay @ [WC Portal | Portal \(wilmington.edu\)](http://WC Portal | Portal (wilmington.edu))
4. I understand that WC does not provide paper bills, communication pertaining to student billing will be conducted through my WC issued email account and billing is provided electronically through the WILpay site. It is my responsibility to monitor my WC email and manage my student account through the online billing system WILpay.
5. I understand WC will provide me with the Form 1098-T used for tax purposes electronically. I consent to obtain my IRS Form 1098-T electronically from WC via the WCportal, which will be made available to me on or before January 31st of the year following the applicable tax year.
6. If I decide to completely withdraw from WC, I will follow the instructions published in the [WC Catalog](#) which I understand and agree are incorporated herein by reference.
7. I authorize WC, the U.S. Department of Education, and their respective agents, contractors, assigns, etc. to contact me regarding any loan or debt, including repayment of my loan(s) or debt, at the current or any future number that I provide for my cellular phone or other wireless device using automated telephone dialing equipment or artificial or pre-recorded voice or text messages.
8. **I understand that I will not be able to register for future semesters unless my student account balance is less than \$100 (unless this financial hold threshold amount is amended for any specified fiscal year). Further, WC reserves the right to cancel my registration for an enrollment period if my student account balance exceeds \$100 or the applicable amended financial hold threshold.**

Response to Registration Conditions

I acknowledge that I have read and understood the content, requirements, and expectations of this Agreement and any applicable addendums, and without any form of coercion, duress, or undue influence agree to the terms of this Agreement.

*Required

Yes

No



Addendum to Policy²

For the 2025-2026 academic year, WC shall increase the financial hold threshold from \$100.00 to \$3,000.00, allowing students to register for the Fall '25, and Spring '26 semesters. However, the student may be required to engage in the following, as applicable:

- A. Meet with such student's academic advisor or the VP of Academic Affairs to ensure the student is on track academically.
- B. Complete a FAFSA application or apply for certain internal and external scholarships/grants/loans, as applicable.
- C. Meet with Bursar's Office to review payment plan options and set up a payment plan, as applicable.

² This addendum shall be applicable to the 2024-2025 academic year only.